PAYROLL EXCEPTIONS REPORT

STD 666 (REV. 3-97)

Enter "Actual Time Employed" in Column 5 if different than "Time Paid" shown on Payroll. If no differences exist, confirmation of Payroll may be noted on Attendance Report. If entries are required in Column 5, Items 10, 11, and 12 must be completed and the Original Copy, properly certified, sent to the Division of Disbursements. Attach or cite supporting documents when necessary.

EXPLANATION OF CODE USED IN COLUMN 8:

- CODE 1 Warrant for time shown in Column 6 released to employee. Adjustment to be made in accordance with documents cited or attached.
- CODE 2 Warrant returned to Controller by Agency. Adjustment to be made in accordance with documents cited or attached.
- CODE 3 Warrant redeposited by Controller.

(1)		(2)	'EES	(3)	(4) POSITION		(5) ACTUAL TIME EMPLOYED PER CERTIFIED ATTENDANCE REPORT					Р	(6) E PAID ANT REG	GISTER	l	(7) PAYROLL WARRANTS LISTED BELOW HAVE BEEN WITHHELD AS NOTED IN			(8) DISPOSITION OF WARRANT. ENTE		
LINE		IAL SE	CURITY	EMPLOYEE'S NAME			STANDARD	LESS THAN FULL SCHEDULED TIME		L	TIME-	STANDARD	LESS THAN FULL SCHEDULED TIME		L	TIME-	CC		DLUMN 8	АРР	ROPRIATE CODE
	NOMBER			LIMI EOTEE O NAME	CLASS	SERIAL	SCHED TIME	DAYS			BASE	SCHED TIME	DAYS			BASE	NET AMOUNT		WARRANT NUMBER	$ \downarrow $	(9) REMARKS
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NO	TE:	Entr	y of time	worked on STD. 666 is only cer	tification	of time.	It is not a	a Reque	est for	Payment	. Ne	cessary c	docume	ntatior	n (e.g	., STD.	603, STD). 674	4, PAR/PPT) mus	t als	o be

ORGANIZATION			PAY		(10) TOTAL OF DIFFERENCES (Sum of entries in columns 5 and 6)					 	(13) I certify that data stated herein is correct, complete, and in		
	REPORTING		PERIOD		(can or onlines in columns o and c)						accordance with all laws and regulations, and reconciles the		
AGENCY	UNIT	Т	MO.	YR.	(11) TOTAL TIME REPORTED (Col. 5 from Attendance Report, Col. 6 from Payroll.)					i	attendance report and related payroll for the pay period.		
					, mondance respond con entern rayion.					: :	AUTHORIZED SIGNATURE DATE SIGNED		
					(12) RECONCILIATION (Time reported minus total of			-		<u>'</u> 	TELEPHONE NUMBER		
					differences)						()		